# MINUTES
# Regular Council Meeting
# Monday, September 16, 2024

The Minutes of the Regular Council of the Town of Pasadena was duly held on Monday, September 16, 2024.

**MEMBERS PRESENT:** Mayor Darren Gardner
Deputy Mayor Terry Randell
Councillor Hal Cormier
Councillor Brent Decker
Councillor Brandon Hall
Councillor Gemma Walsh

**ABSENT:** Councillor Carla Brake

**STAFF PRESENT:** Brian Hudson, Chief Administrative Officer
Karen Spontaneo, Town Clerk

## LAND ACKNOWLEGMENT

"We respectfully acknowledge Pasadena as the ancestral homelands of the Mi'kmaq and Beothuk. Today, these lands are home to a diverse population of indigenous and other peoples. We would also like to acknowledge with respect the diverse histories and cultures of the Innu, Inuit, and Southern Inuit of this Province."

## CALL TO ORDER

Mayor Gardner called the meeting to order at 8:10 p.m.

## APPROVAL OF AGENDA

133-24 Randell / Hall be it resolved that the agenda for September 16, 2024 be approved as presented.
In Favor: 6 Gardner, Randell, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

## APPROVAL OF MINUTES

134-24 Randell / Walsh be it resolved that the minutes of September 3, 2024 be approved as presented.
In Favor: 6 Gardner, Randell, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

## PETITIONS OR VISITING GROUPS:

## BUSINESS ARISING FROM MINUTES

## NOTICE OF RESOLUTIONS ARISING OUT OF MINUTES

## NOTICE OF RESOLUTIONS AND NOTICE OF QUESTIONS NEEDING DETAILED ANSWERS

## COMMITTEE REPORTS

## ADMINISTRATION, CORPORATE SERVICES & ECONOMIC DEVELOPMENT

Deputy Mayor Randell advised that the committee has not met since the last Council meeting. He presented the following resolution:

135-24 Randell / Decker be it resolved that Council accept Term of Reference - Committee of the Whole. This new structure shall replace all former Council committee structures.
In Favor: 6 Gardner, Randell, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

## INFRASTRUCTURE, ENGINEERING, PLANNING

Councillor Decker advised that the committee has not met since the last Council meeting. He presented the following resolutions:

136-24 Decker / Randell be it resolved that we the Ultimate Recipient the Town of Pasadena accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated 25th day of July, 2024. Project number 17-MYCW-23-00079, project name Street Reconstruction with a total project value of $667,602.00. This Council agrees to provide the Ultimate Recipient share value of $302,702.00 in funding for this project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Pasadena.

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| In Favor: 6 | Gardner, Randell, Cormier, Decker, Hall, and Walsh |
| Opposed: 0 | Resolution CARRIED. |

137-24 Decker / Randell be it resolved that we the Ultimate Recipient the Town of Pasadena accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated 25th day of July, 2024. Project number 17-MYCW-23-00080, project name Park Upgrades (Seaward + NW Bennett) with a total project value of $450,000.00. This Council agrees to provide the Ultimate Recipient share value of $163,230.00 in funding for this project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Pasadena.

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| In Favor: 6 | Gardner, Randell, Cormier, Decker, Hall, and Walsh |
| Opposed: 0 | Resolution CARRIED. |

138-24 Decker / Randell be it resolved that we the Ultimate Recipient the Town of Pasadena accept cost-shared funding as outlined in the Department of Transportation and Infrastructure project approval letter dated 25th day of July, 2024. Project number 17-MYCW-25-00063, project name Marina with a total project value of $750,000.00. This Council agrees to provide the Ultimate Recipient share value of $272,050.00 in funding for this project and authorizes the Mayor and Town Clerk to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf of the Town of Pasadena.

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| In Favor: 6 | Gardner, Randell, Cormier, Decker, Hall, and Walsh |
| Opposed: 0 | Resolution CARRIED. |

139-24 Decker / Randell be it resolved that approval be given to accept the Ultimate Recipient Canada Community-Building Fund 2024-2034 agreement.

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| In Favor: 6 | Gardner, Randell, Cormier, Decker, Hall, and Walsh |
| Opposed: 0 | Resolution CARRIED. |

**RECREATION & COMMUNITY SERVICES**

Councillor Walsh advised that the committee met on September 9, 2024 and provided the following updates:

1. Review minutes from previous meeting - May 27, 2024
2. Recreation Programs
    a. The two-page document attached is a detailed list of programs for the month of September.
    b. Start date for youth programs, Ball Hockey and Girls Volleyball, has been delayed until next week due to lack of registration.
    c. Prices on some of our programs have increased to align with the increase in instructors' rates.
    d. Most of our programs have changed to "drop-in" only instead of registration and drop in.
    e. Program Coordinator, Chelsie Aucoin, started her leave on September 6; interviews for a temporary position will be conducted this week.
3. Summer Camp
    a. The document attached is a summary of the increases in total income and the average number of participants for the summer camp program from 2021-2024.
    b. The program will be revamped next year to avoid a repeat of the same activities with new staff members to make this offering a success.
4. Special Events
    a. With the Town of Pasadena temporarily overseeing the Strawberry Festival/ Pasadena Days, a new committee must be formed to continue receiving funding through grants. Any monies remaining will be transferred to the new committee.
    b. CAO Brian Hudson will reach out to the Town of Bonavista to inquire about how their organization operates with their committee.
    c. Overall, the Strawberry Festival/Pasadena Days had a positive turnout and planned activities were successful. The final report will be submitted at a later date.
    d. Councilor Brake suggested designated drivers should be easily identified with a colored bracelet. Director Wight said the Committee was unaware there were patrons providing rides at festival events. She also mentioned this is something the Committee/Town could not promote due to liability issues regarding insurance/screening/personal vehicle use.
    e. Use of the Town bus with one of our approved staff members or volunteers as a driver was also a

suggestion. Director Wight noted that in the past there has not been much uptake, but we could investigate further for future festivals.

f. Audience numbers were low for the weekly Summer Concert events taking place in the field. It was suggested that a different venue may create more interest.

5. Softball/Baseball Fields
    a. After conversations with the Baseball Association, we received positive feedback regarding the condition of our fields. Director Wight reached out to Baseball President Gregory Whelan to congratulate his organization on a successful year; they both agreed to meet early in October to discuss field upgrades and the possibility of looking at funding applications for a clubhouse at NW Bennett Field.
    b. Councilor Brandon Hall requested the following on behalf of the co-ed league:

i. Purchase batting mats for the baseball fields – Director Wight mentioned that these mats would only be used by co-ed so they would have to be set up and taken off after each game. Funding for such a purchase is available though Active NL.

ii. Refurbishing the infields by replacing the pea stone. Director Wight will obtain input from the minor baseball group and discuss this with other municipalities for best replacement options.

ii. Inquire about grants field lighting – Director Wight mentioned that we currently are able to accommodate all groups/programs within daylight hours; therefore, lighting has not been a priority. Grant funding from the Jays Care Foundation for a project such as this may be an option. Councilor Brake added that it would be great to have lights for tournament play to which everyone agreed.

iv. October fundraising tournament request to have the fee waived – Director Wight noted that the only fee being charged for this tournament is for daily cleaning of the washroom. The $200 fee will be mandatory, and it was suggested that going forward this should be implemented for all washrooms. This will be discussed further in the fee structure for the 2025 budget.

v. The softball league was wondering where their money goes for field rental during the summer. Director Wight mentioned there was much more work put into the fields than just mowing the grass such as liming the fields, dragging, field chalking, providing washroom facilities, providing a meeting space, delivery of barricades and picnic tables for tournaments, equipment storage, and many more tasks/consumables associated with running a sports field. We also have big costs such as installing artificial grass for foul lines last summer. Each team of 18+ Adults pays $250 per season which is possibly the lowest around. Director Wight will look into rates of other municipalities in preparation for the 2025 budget fee structure.

    c. CAO Hudson mentioned the soccer field requires a complete overall. Councilor Carla Brake suggested that it be moved to the high school, while using that space to expand on the two existing ball fields. Director Wight will reach out to the volunteer soccer organization to discuss their suggestions for field upgrades, planning for next summer, and other long-term plans.

6. Trails Committee Update
    a. Forest Road Playground Greenspace requires topsoil for levelling.
    b. Blue Gulch Trail from Midland toward the water supply road should be trimmed back.
    c. Sixth Ave and Main Street trail requires trimming of the blind spot on the east side of the trail.
    d. Kiosk at Seventh Avenue and Eighth Avenue should be checked for damage and repaired as necessary.
7. Grants Update - no updates to report.
8. Community Services Building - Renovations are nearing completion, and program scheduling will be an option at this facility in the near future.
9. Capital Works Projects
    a. The splash pad was officially closed September 9 and winterizing will be conducted in the upcoming weeks.
    b. There are no updates to report on the rink or the pool projects.
10. Town Bus
    a. During the summer months, the bus was used to transport summer campers to and from the beach as well as a luncheon at Pineridge Campgrounds; the Playability Group took a trip to the Insectarium; the Beavers went to Berry Hill Campgrounds for their summer camp; and we also offered a planned trip to Rocky Harbour with a request for a second trip.
    b. The Pasadena Pentecostal Church Group requested use of the bus for a trip to Gander.
    c. Weekly trips to Corner Brook were suspended for the summer months and are expected to resume in October.
11. Community Garden
    a. The Community Garden has room for expansion to offer new beds with more green space.
    b. It was suggested that the Town reach out to WEC (Western Environment Center) to assume operation of the community garden; however, their fees would have to be passed on to the gardeners.
12. Beach Updates
    a. The following items have been removed from the beach and placed in storage: floaters for the swimming area, boat markers, Mobi-mat and chair, and the lifeguard chair.
    b. Current operators at the beach reported this summer to be their busiest so far with exceptional daily turnouts.
    c. It may be necessary to develop a new lease for the beach operators with development of the land they are currently leasing. The Town currently needs permission from the operators to conduct activities at the beach which should be included in the terms of the new lease.
    d. There are many rocky areas on the beach, and it was suggested that the Town either push in sand from surrounding areas or have sand trucked in to cover these areas.
13. Sharps Containers

a. Stainless steel sharps containers will be installed throughout public places within the Town of Pasadena.
b. It was suggested that Naloxine, a medicine that rapidly reverses an opioid overdose, should be available within the Town.

14. After School Program
    a. We currently have eighty-four full-time/part-time participants enrolled in our After School Program. This number is higher than normal, and we are unable to accept more participants until that number has been reduced.
    b. Director Wight presented a request to the Treehouse Family Resource Center for use of their rental space at the Town Building. This space could be used to accommodate the kindergarten students currently enrolled in our program.
15. New Organizational Structure - With the recent change in the organizational structure, Director Wight suggested a meeting of the CAO and four Directors would be beneficial to ensure things run smoothly.

**PUBLIC WORKS & PROTECTIVE SERVICES**

Councillor Cormier advised that the committee has not met since the last Council meeting.

**CHIEF ADMINISTRATIVE OFFICER REPORT**

**BUILDING PERMITS**

140-24 Decker / Cormier be it resolved that the following building permits be approved as presented:

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| 42 Pike St | Accessory building | 20,000 |
| 3 Wagg Place | Fence | 4,500 |
| 20 Pike Street | Fence | 2,000 |
| 134-136 Main Street | Subdivision | 5,000 |
| 15 Harvey Wight Cr. | New dwelling | 300,000 |
| 14 Bonia Ave | Shingles | 10,000 |
| 53 Pike Street | New dwelling | 400,000 |
| 57 Pike Street | New dwelling | 400,000 |
| 52 Midland Row | Garage window | 500 |
| 20 Westhaven Drive | Front bridge | 2,000 |
| 23 Lakewood Drive | Shingles | 2,500 |

Construction Value to September 13, 2024 $9,296,850 New Dwellings: 18
Construction Value to September 13, 2023 $6,589,948 New Dwellings: 12

In Favor: 6 Gardner, Randell, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

**NEW BUSINESS**

**CORRESPONDENCE**

**QUESTIONS AND COMMENTS**

Deputy Mayor Randell advised that he will be attending the regional Municipalities Newfoundland and Labrador meeting in Cow Head this coming weekend. He congratulated the Pasadena Pirates 13U AA boys on their recent Atlantic championship win. He also advised residents to take precautions around town due to the recent advisory of bear and coyote sightings.

Councillor Cormier congratulated the 13U AA pirates team on their gold medal win. He advised that he attended the Western Regional Waste Management meeting and will report back when the minutes of that meeting are passed.

Councillor Decker inquired about the construction that is occurring at the pump track. He was advised that construction is ongoing and upgrades to the site are being completed.

Councillor Walsh congratulated the 13U AA pirates team on their gold medal win at the Atlantic championship. She noted that the week of September 22-28, 2024 is Well Being Week and encouraged all residents to do something relaxing and to be thankful for what we have.

Mayor Gardner advised that both himself and CAO, Brian Hudson met with RNC Superintendent Ryan Wentzell and Inspector Amy Sharpe recently as part of their follow up on the change of policing service in Pasadena. He congratulated the 13U AA pirates team on their recent gold medal win.

**ADJOURNMENT**

141-24 Walsh / Hall be it resolved that the meeting be adjourned at 8:32 p.m.

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| In Favor: 6 | Gardner, Randell, Cormier, Decker, Hall, and Walsh |
| Opposed: 0 | Resolution CARRIED. |

Town Clerk

Mayor